

Domestic Violence Healthcare Partnership Kickoff Meeting Meeting Agenda

Date
Time

Meeting Facilitator: **Project Coordinator**

Invitees: **Domestic Violence Organization (DVO) Executive Director, Key DVO staff (,Director of Programs, Program Director etc. as appropriate), Health Care Organization (HCO), Key HCO staff (Medical Director, Behavioral Health Director etc. as appropriate)**

- I. Call to order
- II. Introductions. **Facilitator invites all participants to introduce themselves, share what excites them about the project and one key take away they hope to have as a result of participating in the meeting.**
- III. Introduction to DV/HC Partnership **Facilitator provides a high level overview of the intent of the project, drawing a clear connection between domestic violence and health and how domestic violence and healthcare organizations can work collaboratively to improve health outcomes for patients/clients. Ask participants to think ahead a year from now and the project has been successful—what does that look/feel like to them. What has changed? What's the impact on their patients/clients?**
- IV. Logistics
 - a) Role of **Domestic Violence Organization**
 - b) Role of **Health Care Organization**
 - c) Survey for patients
 - d) Developing protocol for **Health Care Organization** to access and treat patients who are identified as victims of intimate partner violence.
 - e) Contingency planning **ask participants what (if anything) comes up as a possible challenge or stumbling block. Brainstorm briefly for how they can address or circumvent these issues. This is a great place to address “yes, but” concerns.**
- V. Housekeeping

- a) How will we document success?
- b) What are the best methods of communication (phone/email/in person meetings)
- c) How often should we meet?

VI. Closing/Adjournment Ask participants if they got the takeaway they wanted or what they are most looking forward to. If any milestones or deliverables were identified (such as a start date for the patient survey) confirm who is responsible and set target dates. Set the next meeting date and thank everyone for their participation.